

**Office of the City Clerk  
City of Kingston  
City Hall - Kingston, New York 12401  
845-331-0080**

***KINGSTON ZONING AMENDMENT APPLICATIONS***

***ZONING AMENDMENT:*** Is a legislative act, carried out by the Common Council, which amends (adds/deletes/modifies) either the text of the written Ordinance, or changes property zoning classification on the map (rezoning). Rezoning must be in furtherance of a communities planning objectives (land use plan). If a property is rezoned, it changes the district regulations which are applied, allowing any use permitted and bulk requirements to be constructed.

A complete application is considered to be:

- Application form completed, and dated.
- Completed and signed SEQRA form (Part I only).
- Non-refundable \$50.00 application fee (Checks payable to City Comptroller).
- Minimum - five (5) copies of any attachments and supporting data.

***DEADLINE FOR SUBMISSIONS:*** All petitions for zoning amendments must be submitted *to the City Clerk's Office at City Hall, no later than 4:00 p.m. on the Friday* before the Common Council meeting date.

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ZONING AMENDMENT APPLICATION

Check one that applies:

- ☐ AMENDMENT OF ZONING MAP (REZONING)  
☐ AMENDMENT OF ZONING ORDINANCE TEXT

1. Location and description of property (Street address, size, dimension, ward, tax parcel number):

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2. Name/Mailing Address/Phone # of Applicant(s):

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3. Name/Mailing Address/Phone # of Owner(s):

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4. If rezoning, state current and proposed zoning classification:

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5. If text amendment, cite specific section(s) of Ordinance affected by request:

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6. Provide detailed reason for request (Attach additional sheets as required): \_\_\_\_\_

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7. Attach supporting documents as necessary, i.e.- maps, photographs, financial information, traffic, drainage data, petitions, condition reports, etc...

_____ PRINT NAME, TITLE	_____ SIGNATURE	_____ DATE
_____ PRINT NAME, TITLE	_____ SIGNATURE	_____ DATE

FOR OFFICE USE ONLY

Date Received: _____	Referrals to HLPC: _____
Application Fee: _____	SEQRA: _____
Intro to KCC: _____	Referral to UCPB: _____
Referral to L&R: _____	Public Notice: _____
Referral to KPB: _____	Public Hearing: _____
FINAL DECISION/DATE/RESOLUTION #:	_____

